



Natural Resources Conservation Service  
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“Transmitted via Email”

March 22, 2004

MINNESOTA BULLETIN 250-4-12

SUBJECT: FNM-MEETINGS – 2004 SOIL AND WATER CONSERVATION SOCIETY NATIONAL MEETING AND TRAINING CONFERENCE

**Action Requested by May 21, 2004**

Purpose: To transmit information on the 2004 National Training Conference of the Soil and Water Conservation Society

Expiration Date: July 31, 2004

The Natural Resources Conservation Service (NRCS) encourages attendance and participation by employees in career related professional organizations that enhance career development and professionalism. The 2004 National Meeting and Training Conference of the Soil and Water Conservation Society is being hosted by the Minnesota chapter and will be held in St. Paul, Minnesota on July 24-28<sup>th</sup>, 2004.

This year's theme is “Headwaters of Conservation”. Professional development will be prime on the agenda with four topic focuses: Soil Quality – Soil Function; Agricultural Management and Environmental Quality; Assessing Performance of the 2002 Farm Bill; and Geospatial Technology. These areas will be carried out in concurrent sessions, workshops and symposia as well as in the poster presentations. There will also be special training opportunities for students. Additional information and registration materials can be found on the society's website:

<http://www.swcs.org/>.

The following attendance categories will be considered for approval on a government time and expense basis:

- Presenting a topical paper, poster or other agenda fulfillment
- Receiving an award, citation or commendation
- Regional or Chapter Officer or chapter representative
- Training (providing or fulfilling a training need)
- Chairperson / member of a Committee/Task Force (this included the local arrangements committee and volunteers working at the conference)
- Participating on the program as a moderator or speaker
- SWCS National Officers or board members

Other employees may request to attend on a *government time only* basis if none of the above criteria is satisfied.

All participants will be responsible for making their individual hotel and travel arrangements and for registering for the conference. The deadline for early registration is June 25<sup>th</sup>.

Employees must request approval from their supervisor to attend. Supervisors approving employees to attend this meeting are to submit the names through the appropriate ASTC (FO) to Charles Montgomery, SAO, by May 21, 2004.

/s/

WILLIAM HUNT  
State Conservationist

DIST: AE